

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, March 7, 2023
10:00 a.m.**

**Fort Vermilion Council Chambers
Fort Vermilion, AB**

- PRESENT:**
- | | |
|------------------|---|
| Josh Knelsen | Reeve |
| Walter Sarapuk | Deputy Reeve |
| Jacque Bateman | Councillor |
| Peter F. Braun | Councillor |
| Cameron Cardinal | Councillor |
| Darrell Derksen | Councillor |
| Ernest Peters | Councillor (left the meeting at 12:06 p.m.) |
| Garrell Smith | Councillor |
| Lisa Wardley | Councillor (virtual – left the meeting at 12:06 p.m. and rejoined the meeting virtually at 1:03 p.m. and left the meeting at 2:36 p.m.) |
- REGRETS:**
- | | |
|----------------|------------|
| David Driedger | Councillor |
|----------------|------------|
- ADMINISTRATION:**
- | | |
|------------------|---|
| Byron Peters | Interim Chief Administrative Officer/ Director of Projects and Infrastructure |
| Don Roberts | Director of Community Services |
| Jennifer Batt | Director of Finance |
| Caitlin Smith | Director of Planning and Agriculture |
| Michael Stamhuis | Interim Director of Operations |
| Louise Flooren | Manager of Legislative & Support Services/ Recording Secretary |
- ALSO PRESENT:**
- Members of the Public
Chris Biggs and Kayedon Wilcox - Alberta Environment and Protected Areas

Minutes of the Regular Council Meeting for Mackenzie County held on March 7, 2023 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Reeve Knelsen called the meeting to order at 10:00 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 23-03-208 **MOVED** by Councillor Braun

That the agenda be adopted with the following additions:

- 7. b) B. Hinson Contracting
- 10.c) Bylaw 1166-20 -Dog Control

CARRIED

ADOPTION OF PREVIOUS MINUTES: **3. a) Minutes of the February 28, 2023 Regular Council Meeting**

MOTION 23-03-209 **MOVED** by Councillor Peters

That the minutes of the February 28, 2023 Regular Council Meeting be adopted as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES: **3. b) Business Arising out of the Minutes**

None

DELEGATIONS: **7. b) B. Hinson Contracting (ADDITION)**

MOTION 23-03-210 **MOVED** by Councillor Braun

Requires Unanimous

That the B. Hinson Contracting discussion be received for information.

CARRIED UNANIMOUSLY

CLOSED MEETING: **4. Closed Meeting**

MOTION 23-03-211 **MOVED** by Councillor Derksen

That Council move into a closed meeting at 10:17 a.m. to discuss the following:

- 4.a) 2023 Line Painting Program Request for Proposals Review *(FOIP Sections 23, 24, 25 and 27)*
- 4.b) 2023 Crack Filling Program Request for Proposals Review *(FOIP Sections 23, 24, 25 and 27)*

CARRIED

The following individuals were present during the closed meeting discussion. *(MGA Section 602.08(1)(6))*

- All Councillors Present
- Byron Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure
- Don Roberts, Director of Community Services
- Jennifer Batt, Director of Finance
- Michael Stamhuis, Interim Director of Operations
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

MOTION 23-03-212 **MOVED** by Councillor Derksen

That Council move out of a closed meeting at 10:54 a.m.

CARRIED

Reeve Knelsen recessed the meeting at 10:54 a.m. and reconvened the meeting at 11:02 a.m.

TENDERS: **5. a) Roadside Mowing**

MOTION 23-03-213 **MOVED** by Councillor Derksen

That the Roadside Mowing Tenders be TABLED to later in the meeting.

CARRIED

TENDERS: **5. b) Agricultural Land Lease – NORTHVER 09
(Anderson Pit)**

None.

TENDERS: **5. c) Agricultural Land Lease – Plan 1020707; Block 1; Lot
2 (Buffalo Head Truck Fill Station)**

None.

TENDERS: **5. d) Agricultural Land Lease – Plan 2122750; Block 13;
Lot 1 in Fort Vermilion (Eek Land)**

Councillor Smith declared himself in conflict of interest and left the meeting at 11:18 a.m.

MOTION 23-03-214 **MOVED** by Councillor Peters

That the Agricultural Land Lease for Plan 2122750; Block 13; Lot 1 in Fort Vermilion (Eek Land) Request for Proposals be opened.

CARRIED

Bidder	Cost
Christopher Bartel	\$2,256.00 – 1 year
Cole Smith	\$2,550.00 – 1 year

MOTION 23-03-215 **MOVED** by Councillor Bateman

That the Agricultural Land Lease for Plan 2122750; Block 13; Lot 1 in Fort Vermilion (Eek Land) be awarded to the highest bidder.

CARRIED

Councillor Smith returned to the meeting at 11:21 a.m.

TENDERS: **5. e) Agricultural Land Lease – Section 8-110-15-W5M (Fitler Pit)**

MOTION 23-03-216 **MOVED** by Councillor Peters

That the Agricultural Land Lease for Section 8-110-15-W5M (Fitler Pit) Request for Proposal be opened.

CARRIED

Bidder	Cost
Ernie Driedger	\$80.00/acre – 3 years

MOTION 23-03-217 **MOVED** by Councillor Cardinal

That the Agricultural Land Lease for Section 8-110-15-W5M (Fitler Pit) be awarded to the highest bidder.

CARRIED

TENDERS: **5. f) Agricultural Land Lease – NW 14-106-15-W5M (La Crete Lagoon)**

None.

MOTION 23-03-218 MOVED by Councillor Derksen

That the following Agricultural Land Lease Tenders be re-advertised:

- NORTHVER 09 (Anderson Pit)
- Plan 1020707, Block 1; Lot 2 (Buffalo Head Truck Fill Station)
- NW 14-106-15-W5M (La Crete Lagoon)

CARRIED

TENDERS: **5. g) Range Road 154 From Township Road 1084 to Township Road 1090**

MOTION 23-03-219 MOVED by Deputy Reeve Sarapuk

That the Proposals for Range Road 154 From Township Road 1084 to Township Road 1090 – Envelope #1 be opened.

CARRIED

Bidder	Qualifying Documents
Boss Bridgeworks	All required documents included.
Northern Road Builders	All required documents included.

MOTION 23-03-220 MOVED by Deputy Reeve Sarapuk

That the Proposals for Range Road 154 from Township Road 1084 to Township Road 1090 - Envelope #2 be opened for the qualified proponents.

CARRIED

Bidder	Qualifying Documents
Boss Bridgeworks	All required documents included.
Northern Road Builders	All required documents included.

MOTION 23-03-221 MOVED by Councillor Braun

That Administration review the qualified Proposals for Range Road 154 from Township Road 1084 to Township Road 1090 and report back to Council at the March 9, 2023 Special Council Meeting.

CARRIED

TENDERS: 5. h) Township Road 1102 From Range Road 184 to Range Road 190

MOTION 23-03-222 MOVED by Councillor Wardley

That the Proposals for Township Road 1102 From Range Road 184 to Range Road 190 – Envelope #1 be opened.

CARRIED

Bidder	Qualifying Documents
Boss Bridgeworks	All required documents included.
Northern Road Builders	All required documents included.

MOTION 23-03-223 MOVED by Deputy Reeve Sarapuk

That the Proposals for Township Road 1102 from Range Road 184 to Range Road 190 - Envelope #2 be opened for the qualified proponents.

CARRIED

Bidder	Qualifying Documents
Boss Bridgeworks	All required documents included.
Northern Road Builders	All required documents included.

MOTION 23-03-224 MOVED by Councillor Smith

That Administration review the qualified Proposals for Township Road 1102 from Range Road 184 to Range Road 190 and report back to Council at the March 9, 2023 Special Council Meeting.

CARRIED

CLOSED MEETING: 4. Closed Meeting

MOTION 23-03-225 MOVED by Councillor Peters

That Council move into a closed meeting at 11:41 a.m. to discuss the following:

- 4.a) 2023 Line Painting Program Request for Proposals Review *(FOIP Sections 23, 24, 25 and 27)*
- 4.b) 2023 Crack Filling Program Request for Proposals Review *(FOIP Sections 23, 24, 25 and 27)*

CARRIED

The following individuals were present during the closed meeting discussion. *(MGA Section 602.08(1)(6))*

- All Councillors Present
- Byron Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure
- Don Roberts, Director of Community Services
- Jennifer Batt, Director of Finance
- Michael Stamhuis, Interim Director of Operations
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

MOTION 23-03-226 MOVED by Councillor Smith

That Council move out of a closed meeting at 12:03 p.m.

CARRIED

CLOSED MEETING: 4. a) 2023 Line Painting Program Request for Proposals Review

MOTION 23-03-227 MOVED by Councillor Braun

That the 2023 Line Painting Program Request for Proposals be authorized for issuance in accordance with the documents as amended.

CARRIED

CLOSED MEETING: 4. b) 2023 Crack Filling Program Request for Proposals Review

MOTION 23-03-228 **MOVED** by Councillor Braun

That the 2023 Crack Filling Program Request for Proposals be authorized for issuance in accordance with the documents as amended.

CARRIED

Reeve Knelsen recessed the meeting at 12:05 p.m., Councillor Peters and Councillor Wardley left the meeting at 12:06 p.m. and Reeve Knelsen reconvened the meeting at 12:45 p.m.

TENDERS: 5. a) Roadside Mowing

MOTION 23-03-229 **MOVED** by Councillor Bateman

That the Roadside Mowing Tender – Envelope #1 be opened.

CARRIED

Bidder	Qualifying Documents
William Wolfe	All required documents included.

MOTION 23-03-230 **MOVED** by Councillor Braun

That the Roadside Mowing Tender - Envelope #2 be opened for the qualified bidder.

CARRIED

MOTION 23-03-231 **MOVED** by Councillor Bateman

That the Roadside Mowing Tender be returned to the unqualified bidder.

CARRIED

MOTION 23-03-232 **MOVED** by Councillor Derksen

That the Roadside Mowing Tender be re-advertised.

CARRIED

Councillor Wardley rejoined the meeting at 1:03 p.m.

PUBLIC HEARINGS: 6. a) Bylaw 1280-23 Land Use Bylaw Amendment to Rezone Part of NW 24-107-14-W5M from Agricultural “A” to Rural Industrial General “RIG”

Reeve Knelsen called the public hearing for Bylaw 1280-23 to order at 1:03 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1280-23 was properly advertised. Caitlin Smith, Director of Planning & Agriculture answered that the Bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed. Bylaw 1280-23 Land Use Bylaw Amendment to Rezone Part of NW 24-107-14-W5M from Agricultural “A” to Rural Industrial General “RIG”

Caitlin Smith, Director of Planning & Agriculture presented the following:

Administration has received a request to rezone Part of NW 24-107-14-W5M from Agricultural “A” to Rural Industrial General “RIG” The area to be rezoned is approximately 40 acres of a total 57.97 acre property.

Currently there is a residence and workshop/garage on the portion that is not included in the rezoning request area.

The reason for the rezoning is that the land owner would like to subdivide this 40 acre piece for the purpose of selling the land. The potential buyer would like to relocate his salvage yard to this location, which is a permitted use in Rural Industrial General.

Currently this quarter section has one (1) other 80 acre piece that is zoned agricultural and one (1) 20 acre piece that has already been rezoned to Rural Industrial General.

The proposed Bylaw was presented for first reading by Council on February 7, 2023 where the following motion was made:

MOTION 23-02-132 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1280-23 being a Land Use Bylaw Amendment to rezone Part of NW 24-107-14-W5M from Agricultural "A" to Rural Industrial General "RIG", subject to public hearing input.

CARRIED

Reeve Knelsen asked if Council has any questions of the proposed Bylaw 1280-23.

- *The neighbouring residences have had no complaints? We did not receive any complaints.*

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1280-23. There were no submissions.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1280-23. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1280-23 at 1:05 p.m.

MOTION 23-03-233 **MOVED** by Councillor Braun

That second reading be given to Bylaw 1280-23 being a Land Use Bylaw Amendment to rezone Part of NW 24-107-14-W5M from Agricultural "A" to Rural Industrial General "RIG" to accommodate a salvage yard.

CARRIED

MOTION 23-03-234 **MOVED** by Councillor Cardinal

That third reading be given to Bylaw 1280-23 being a Land Use Bylaw Amendment to rezone Part of NW 24-107-14-W5M from Agricultural "A" to Rural Industrial General "RIG" to accommodate a salvage yard.

CARRIED

COMMUNITY SERVICES:

10. a) Campground Caretakers – Request for Proposal Review

MOTION 23-03-235

MOVED by Councillor Braun

That Administration move forward with Request for Proposals for Campground Caretakers to operate Machesis Lake and Wadlin Lake for the 2023 season.

CARRIED

GENERAL REPORTS:

8. a) Mitigation (Standing Item)

MOTION 23-03-236

MOVED by Councillor Cardinal

That the Mitigation discussion be received for information.

CARRIED

DELEGATIONS:

7. a) Alberta Environment and Protected Areas – Fish and Wildlife Stewardship

MOTION 23-03-237

MOVED by Councillor Bateman

That the Alberta Environment and Protected Areas – Fish and Wildlife Stewardship presentation be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 2:36 p.m., Councillor Wardley left the meeting at 2:36 p.m. and Reeve Knelsen reconvened the meeting at 2:56 p.m.

CLOSED MEETING:

4. a) Closed Meeting

MOTION 23-03-238

MOVED by Councillor Bateman

That Council move into a closed meeting at 2:56 p.m. to discuss the following:

- 4.c) CAO Report *(FOIP Sections 16, 17, 23, and 24)*

4.d) Inter Municipal Agreement (*FOIP Sections 21 and 23*)

CARRIED

The following individuals were present during the closed meeting discussion. (*MGA Section 602.08(1)(6)*)

- All Councillors Present excluding Councillor Driedger, Councillor Peters and Councillor Wardley
- Byron Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure
- Jennifer Batt, Director of Finance
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Jennifer Batt, Director of Finance and Louise Flooren, Manager of Legislative & Support Services/Recording Secretary left the closed meeting at 3:27 p.m.

MOTION 23-03-239 **MOVED** by Councillor Bateman

That Council move out of a closed meeting at 4:16 p.m.

CARRIED

Reeve Knelsen recessed the meeting at 4:16 p.m. and reconvened the meeting at 4:23 p.m.

CLOSED MEETING: **4. c) CAO Report**

MOTION 23-03-240 **MOVED** by Councillor Cardinal

That the CAO Report be received for information.

CARRIED

CLOSED MEETING: **4. d) Inter Municipal Agreement**

MOTION 23-03-241 **MOVED** by Councillor Bateman

That the North Service Area Water Supply Agreement be approved as presented.

CARRIED

**AGRICULTURE
SERVICES:**

9. a) Amendment to ASB021 Weed Control Policy

MOTION 23-03-242

MOVED by Councillor Bateman

That ASB021 Weed Control Policy be approved as presented.

CARRIED

**COMMUNITY
SERVICES:**

10. b) Pheasant Release Program

MOTION 23-03-243

MOVED by Councillor Bateman

That administration continues to develop the Mackenzie County Pheasant Release Program with the assistance of other Stakeholders/Sponsors and bring back findings prior to the 2024 budget deliberations.

CARRIED

**COMMUNITY
SERVICES:**

10. c) Bylaw 1166-20 -Dog Control (ADDITION)

MOTION 23-03-244
Requires Unanimous

MOVED by Councillor Cardinal

That the Bylaw 1166-20 Dog Control be received for information.

CARRIED UNANIMOUSLY

FINANCE:

11. a) Bylaw 1282 – 23 To Amend the Mackenzie County Fee Schedule Bylaw

MOTION 23-03-245

MOVED by Councillor Braun

That first reading be given to Bylaw 1282-23 being a Fee Schedule Bylaw amendment for Mackenzie County as amended.

CARRIED

MOTION 23-03-246

MOVED by Councillor Derksen

That second reading be given to Bylaw 1282-23 being a Fee Schedule Bylaw amendment for Mackenzie County as amended.

CARRIED

MOTION 23-03-247
Requires Unanimous

MOVED by Deputy Reeve Sarapuk

That consideration be given to go to third and final reading of Bylaw 1282-23 being a Fee Schedule Bylaw amendment for Mackenzie County as amended.

CARRIED UNANIMOUSLY

MOTION 23-03-248

MOVED by Councillor Cardinal

That third and final reading be given to Bylaw 1282-23 being a Fee Schedule Bylaw amendment for Mackenzie County as amended.

CARRIED

FINANCE:

11. b) Blue Hills Road 2022 Capital Budget Amendment - Gravel

MOTION 23-03-249
Requires 2/3

MOVED by Councillor Bateman

That the 2022 Capital Budget for the Blue Hills - Road Rebuild and Section Repairs project be amended by \$40,911 with funding coming from the Road Reserve.

CARRIED

MOTION 23-03-250
Requires 2/3

MOVED by Councillor Smith

That administration investigate options to secure County owned and leased gravel pits, and provide an update at a future Committee of the Whole meeting.

CARRIED

**PROJECTS &
INFRASTRUCTURE:**

12. a) Bylaw 1288-23 Business Incentive

MOTION 23-03-251

MOVED by Councillor Braun

That the first reading be given to Bylaw 1288-23 Mackenzie County Business Incentive Bylaw.

CARRIED

MOTION 23-03-252 **MOVED** by Councillor Smith

That the second reading be given to Bylaw 1288-23 Mackenzie County Business Incentive Bylaw.

CARRIED

MOTION 23-03-253 **MOVED** by Councillor Cardinal
Requires Unanimous

That consideration be given to go to the third reading of Bylaw 1288-23 being the Mackenzie County Business Incentive Bylaw, at this meeting.

CARRIED UNANIMOUSLY

MOTION 23-03-254 **MOVED** by Councillor Cardinal

That the third and final reading be given to Bylaw 1288-23 being the Mackenzie county Business Incentive Bylaw.

CARRIED

OPERATIONS: **13. a) Review of Options for 27th Baseline Road Project**

MOTION 23-03-255 **MOVED** by Councillor Bateman

That the 27th Baseline Road Reconstruction Tender be rejected as all proponents were not within budget.

CARRIED

UTILITIES: **14. a) None**

**PLANNING &
DEVELOPMENT:** **15. a) None**

ADMINISTRATION: **16. a) County of Northern Lights – News Release**

MOTION 23-03-256 **MOVED** by Councillor Bateman

That the County of Northern Lights – News Release discussion be received for information.

CARRIED

ADMINISTRATION: 16. b) High Level Agricultural Society – 53rd Annual High Level Rodeo Sponsorship Request

MOTION 23-03-257 **MOVED** by Councillor Cardinal

That Mackenzie County sponsor the High Level Agricultural Society's 53rd Annual High Level Rodeo in the amount of \$2,180.

CARRIED

ADMINISTRATION: 16. c) Procurement Process

MOTION 23-03-258 **MOVED** by Deputy Reeve Sarapuk

That Policy FIN025 Purchasing Authority Directive and Tendering Process be amended as discussed.

CARRIED

ADMINISTRATION: 16. d) Change in Council Meeting Dates

MOTION 23-03-259 **MOVED** by Councillor Braun

That the following changes and additions for Council meetings be authorized:

- May 24, 2023 – Regular Council Meeting change to May 31, 2023
- March 15, 2023 – Capital Plan Workshop
- March 16, 2023 – Committee of the Whole Meeting and a Mackenzie County Emergency Advisory Committee

CARRIED

COUNCIL COMMITTEE REPORTS: 18. a) Council Committee Reports (verbal)

MOTION 23-03-260 **MOVED** by Councillor Bateman

That the Waste Collection Program rates for Fort Vermilion in Bylaw 1277-23 Fee Schedule be deferred until the program is implemented.

CARRIED

MOTION 23-03-261 **MOVED** by Councillor Cardinal

That the Council Committee Reports (verbal) be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:** **19. a) Information/Correspondence**

MOTION 23-03-262 **MOVED** by Councillor Braun

That the information/correspondence items be accepted for information purposes.

CARRIED

NOTICE OF MOTION: **20. a) None**

**NEXT MEETING
DATES:** **21. a) Next Meeting Dates**

Committee of the Whole Meeting
March 16, 2023
10:00 a.m.
Fort Vermilion Council Chambers

Committee of the Whole Meeting
March 28, 2023
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
March 29, 2023
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: **22. a) Adjournment**

MOTION 23-03-263 **MOVED** by Deputy Reeve Sarapuk

That the Council meeting be adjourned at 5:43 p.m.

CARRIED

These minutes were approved at the March 29, 2023 Regular Council Meeting.

(original signed)

Josh Knelsen
Reeve

(original signed)

Byron Peters
Interim Chief Administrative Officer

